BWCP - 8 (6/2005) Version 1.0

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATIION

Phase II SPDES General Permit for
Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02

MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM

Regulated MS4: City of Newburgh SPDES Permit Number: NYR20A _2_ _4_ _0_

See information packet for information to help complete this form.

MCC Form for year ending: ____ 2006 (Year 3) _x_ 2007 (Year 4) ____ 2008 (Year 5)

Section A. MS4 Owner/Operator and Contact Person Information (contact persons explained in instructions)

Owner/Operator Is information below new or changed? ____ Yes _x_ No

Name: **City of Newburgh**	Title:	Department:	
Mailing Address:	Street or P.O. Box: **83 Broadway**	City: **Newburgh**	
	County: **Orange**	State: NY	Zip Code: 12550
Phone: **(845) 569-7301**	E-mail Address:		

Local Stormwater Public Contact (Required by Minimum Measure 2)
Is information below: 1) new or changed? ____ Yes _x_ No
2) same as: ___ Owner/Operator

Name: **Jean-Ann McGrane**	Title: **City Manager**	Department:	
Mailing Address:	Street or P.O. Box: **83 Broadway**	City: **Newburgh**	
	County: **Orange**	State: **NY**	Zip Code: **12550**
Phone: **(845) 569-7301**	E-mail Address:		

Stormwater Management Program (SWMP) Coordinator (Responsible for implementation/coordination of SWMP)
Is information below: 1) new or changed? __Yes __x_No
2) same as: ___ Owner/Operator ___ Local Stormwater Public Contact

Name: **John Platt**	Title: **Water Superintendent**	Department: **Water Department**	
Mailing Address:	Street or P.O. Box: **493 Little Britain Road, Route 207**	City **Newburgh:**	
	County: **Orange**	State: **New York**	Zip Code: **12553**
Phone: **(845) 565-3356**	E-mail Address: jplatt@cityofnewburgh-ny.gov		

Annual Report Preparer
Is information below: 1) new or changed? ____Yes __x__ No
2) same as: ___ Owner/Operator ___ Local Stormwater Public Contact ___ SWMP Coordinator

Name: **Patrick J. Hines**	Title: **Associate**	Department: **Engineer**	
Mailing Address:	Street or P.O. Box: **33 Airport Center Drive, Suite 202**	City: **New Windsor**	
	County: **Orange**	State: **NY**	Zip Code: **12553**
Phone: **(845) 567-3100**	E-mail Address: **phines@mhepc.com**		

IMPORTANT NOTE: Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

Section B. Local Water Quality Information

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

____ Yes (complete the table below) _x_No ____ Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	**Pollutant(s) of Concern** (from 303 (d) list and/or TMDL)	**Classification**	
		303 (d)	**TMDL**

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?	___ Yes _x_No
3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?	___Yes _x_No (explain below)

Explanation:

No changes required

Section C. Partnership Information

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners? _x_ Yes (complete table below) ____ No (Proceed to Section D)

List MS4 Partners with Legally Binding Agreements or Contracts in Place

List MS4 Partners with Planned Legally Binding Agreements or Contracts

List MS4 Partners with Other Agreements in Place
Orange County Soil and Water Conservation District and Orange County Water Authority **NYSDEC Grant for MS4**

Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)? _x_ Yes ___ No (Explain below)

Explain:
City of Newburgh utilizes the municipal boundaries as its MS4 programs limits. Large portion of the City covered under SPDES permit due to combined sewer. However, programs are addressed throughout the City.

Section E. Funding and Resource Allocation

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008? __x__Yes ____ No (explain below)

Explain:

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain: Currently all funding for MS4 work is being provided through the City of Newburgh general municipal budget

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:
City of Newburgh has allocated additional funding to ensure compliance. City Corporation is finalizing local laws regarding stormwater management and listed discharges. City Stormwater Coordinator is working with GIS Department to provide mapping of all outfalls by permit date.

Section F. Compliance Certification

Compliance Assessment - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation ***and*** has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	x Yes ___No __ N/A	x Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.2.	Public Involvement / Participation	x Yes ___No __ N/A	x Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		
IV.C.3.	Illicit Discharge Detection and Elimination	x Yes ___No __ N/A	___Yes x No __N/A
	Explain 'no' / 'N/A' answer: City of Newburgh is currently working on establishing an illicit discharge detection program including implementation of an ordinance. Ordinance is scheduled for a Public Hearing in June of 2007.		
IV.C.4.	Construction Site Stormwater Runoff Control	x Yes ___No __ N/A	___Yes x No __N/A
	Explain 'no' / 'N/A' answer: City of Newburgh currently implementing stormwater management ordinance. Public Hearing is scheduled in June of 2007. City Newburgh will adopt the model DEC Ordinance		
IV.C.5.	Post-Construction Stormwater Management	x Yes ___No __ N/A	___Yes x No __N/A
	Explain 'no' / 'N/A' answer: City of Newburgh currently implementing ordinance to require post construction stormwater management		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	x Yes ___No __ N/A	x Yes ___No __N/A
	Explain 'no' / 'N/A' answer:		

Certification Statement

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Print Name: Jean-Ann McGrane, Esq. Title: City Manager
Signature: Date: 5/22/07

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE

Regulated MS4: City of Newburgh **SPDES Permit Number: NYR20A** 240

Annual Report Table for year ending: ____2006 (Year 3) _x_ 2007 (Year 4) ____ 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4th Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

Minimum Control Measure 1. Public Education and Outreach

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.1.a, b: Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP). • *Explain the program, including activities and materials used* • *Identify the personnel or outside organization conducting the activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
1. Orange County Soil and Water Conservation District presentation within all elementary schools	Continue support of school district education within elementary schools
2. Continue distribution of pamphlets and informational materials at publicly assessable areas	Continue providing informational pamphlets, flyers, etc., in publicly assessable areas
3. Beginning Year 2006 provide informational fliers in City water bills. City's annual water report contains information regarding Stormwater Management and water quality.	Provide stormwater management mailing within one water bill annually during 2007.
Additional Techniques **Stormwater Conservation Service Groundwater Guardian Program**	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) 2007 Participant

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 2. Public Involvement/Participation

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.2.c.iii.: Design and conduct a public involvement / participation program. • *Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
1. Provide legal notice of annual report and draft plan Hold public hearing on stormwater plan and annual report.	Annual public hearing held 22 May 2006, Upcoming public hearing to be held 24 May 2007
2. Identify City Manager as contact.	

Permit Reference IV.C.2.a, f: Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. *Describe procedures below and state the methods used to publicize the AR public presentation.*

City of Newburgh utilizes publication of Legal Notice within City official newspapers including bi-lingual notification.

Permit Reference IV.C.2.e: Public presentation of; **f:** summary of comments received on; and **g:** intended response to comments on the SWMPAR.

Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:

Comments on Annual Report Meeting _X_ No public comments received on Annual Report. ___ Comments received. **Attach summary of comments and intended responses.**	**Date of Annual Report Meeting:** 24 May 2007	**Approximate Date of Meeting Next Year:** May 2008

Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
	All dates and times are identified above.

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.3.a: Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4. • *Explain the activities and procedures used to meet this requirement this year and planned for next year.* • *Revise as procedures are updated.* • *Identify personnel or outside organization conducting the activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.*
1. City of Newburgh continues to develop mapping of outfalls. Based mapping within GIS system is complete, further modeling of Storm sewer system being undertaken with emphasis on areas which discharge via outfalls.	Draft of IDDE ordinance before City Council for review and approval. City personnel trained for IDD detection.
2. GIS consultant has been retained to assist in MS4 compliance. Mapping of entire City stormwater system currently being undertaken. Aerial mapping of entire City has been completed for use as base map with stormwater inlets identified on aerial mapping. Malcolm Pirnie Engineers will also evaluate all of the outfalls for Illicit Discharge Detection & Elimination Program. City personnel trained in illicit discharge detection.	Prepare base GIS information Preparation of GIS base mapping complete. Field data mapping is being undertaken for the City for completion of Summer 2007.
Permit Reference IV.C.3.b: Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. *Explain activities performed this year and planned for next year, including work on the following IDDE guidance prerequisites:* • field verification of outfall locations; • mapping all inter-municipal subsurface conveyances; • delineating storm sewershed; and • developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. ***State if maps are in GIS.***	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: percent of outfalls mapped*
City of Newburgh has retained the services of a GIS mapping consultant for mapping of entire City infrastructure. Base mapping via aerial photography has been obtained. Consultant is mapping City sewer system. All information will be in GIS format utilizing City's database.	City authorization Malcolm Pirnie Engineers to perform GIS mapping of City infrastructure, late winter 2006.

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**	
Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?	___ No (go to ADDENDUM 1) _X_ Yes (complete questions below)
Assessment of Regulatory Mechanism (Local Code)	
1) When was this assessment completed or planned to be completed?	Date completed: summer 2006 ___Not yet completed (proceed to next table) Plan to complete for reporting in year: _X_4; ___5.
2) Is there an existing ordinance, local law or other regulatory mechanism?	_X_No (go to question 5) ___ Yes
3) Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?	_X_No (amendments needed) ___ Yes
4) Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?	_X_No (amendments needed) ___ Yes
Development of Regulatory Mechanism (Local Codes)	
5) When was this work completed or planned to be completed?	Date completed: June 2007 _X_Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___4; _x_ 5.
6) If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements? Model Ordinance to be adopted.	_X_NYS IDDE Model Law in its entirety ___Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law ___ MS4 will write language equivalent to NYS IDDE Model Law
7) If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?	_X_No ___ Yes, list the **local code(s)** that will be changed:
8) If the existing regulatory mechanism does not require amendments, what language is in the mechanism?	_X_NYS IDDE Model Law in its entirety ___ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law ___ Language equivalent to NYS IDDE Model Law
9) What was the date or is the planned date of local law adoption?	Date: June 2007
10) Provide a web address if adopted local law can be found on a web site.	Web Address: http://www.cityofnewburgh-ny.gov/gov/charter.htm

Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.3.e: Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. • *Explain activities and materials used to meet this requirement this year and planned for next year* • *Identify personnel or outside organization conducting activities*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
1. Sewer Dept and DPW personnel are trained to awareness level for IDDE	Training provided to City Personnel March 2006
2. DPW Personnel trained March 2006. Orange County Water Authority, Soil Water Conservation and DEC eight hour program.	Mailing of IDDE material in water bills Summer 2007. Ongoing training of DPW and Sewer Personnel 2006
Additional Techniques An evaluation of the City's Stormwater system will be undertaken in conjunction with GIS mapping. Review of Storm System will be undertaken by City Personnel Assistant GIS mapping consultant.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) Fall 2007 for compliance
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**	
Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	___ No (go to ADDENDUM 2) _X_Yes (complete questions below)
Preliminary Assessment of Regulatory Mechanism (Local Code)	
1. When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: __January or February 2007__ _X_Not yet completed (proceed to next table) Plan to complete for reporting in year: __4; _x__ 2005. _X_Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted *Sample Local Law for Stormwater Management and Erosion & Sediment Control* (Sample Local Law).
2. If preliminary assessment was completed, indicate the results.	___ If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent ___ If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent ___ If most of the Sample Local Law provisions appear in local code; minor revisions needed
Assessment and Development of Regulatory Mechanism (Local Code) (continued on next page)	
3. When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: _____ _X_Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ___4; ___5.
4. How was the local code adopted or how will it be adopted*? **If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.*	a. _x_ The entire Sample Local Law adopted as amendments to existing code or as stand alone law. • If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law. • If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the *Gap Analysis* or equivalent process) to ensure the intent of the law has not been changed. b. ___ Parts of NYS Sample Local Law adopted as amendments to existing code. c. _x__ Language developed by municipality was demonstrated to be equivalent.

Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism

Permit Reference IV.C.4.b.i, 5.a.i (continued)

Assessment and Development of Regulatory Mechanism (Local Code) (continued)

5. Answer the following questions about the Gap Analysis or equivalent processes.

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the "Equivalence" column, meaning that there is an associated "Equivalence" sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses **exactly the same** as the Sample Local Law language	Existing clauses **equivalent** to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be **adopted**, listed as **legislative agenda** items.
1			
2			
3, 4, 5			
6			
TOTAL			

6. Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?	___ No _x_ Yes, list the **local codes** that will be changed: City Zoning Ordinance, City Sewer Ordinance
7. What was the date or is planned date of local code adoption?	Date: July 2007
8. Provide a web address if the adopted local law can be found on a web site.	Web Address: http://www.cityofnewburgh-ny.gov/gov/charter.htm

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.4.b. v: Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements. • *Describe the procedures below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
City of Newburgh Planning Board consultants review all site plans for compliance with water quantity and quality control. This is performed as a normal course of site plan review.	Continue to review all plans for compliance.
All subdivisions are appropriately reviewed for stormwater management quantity and quality control.	
100% of all plans received by Planning Board, Zoning Board and Building Department are reviewed for compliance with MS4 requirements.	Continue of 100% review
Permit Reference IV.C.4.b. vi: Develop and implement procedures for the receipt and consideration of information submitted by the public. • *Explain the procedures below. Revise as procedures are updated.* • *Identify the responsible personnel or outside organizations.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
City of Newburgh Engineering Department Consultants provides review of plans and reports for compliance. All plans submitted to Planning Board, ZBA or Building Department are reviewed by trained code enforcement Officials, professional engineers or certified erosion control specialists.	100% of plans are reviewed All plans require SWPPP be prepared and implemented

Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.4.b. iii, vii: Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02. • *Describe each procedure below. Revise as procedures are updated.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities) • *Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.*
Preconstruction meetings held with all construction site operators at codes dept.	100% site inspection for compliance
Plans forwarded to engineering dept for review.	Approximately 4-5 stop work orders issued due to soil and erosion control in year 2006-2007.
Building permits issued	
City codes and engineering personnel perform periodic site inspection for review and compliance.	
Permit Reference IV.C.4.b. viii: Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet **within the MS4s jurisdiction.** • *Explain the activities and materials used to meet this requirement.* • *Identify the personnel or outside organization conducting this activity.* • *Indicate activities planned for next year.*	**Describe Measurable Goals and Results** (when applicable) ***Indicate:*** *Date Completed, Ongoing Task, or Scheduled Date (for next years activities)*
Soil erosion control practices are reviewed at preconstruction meeting.	Continue preconstruction meetings with site operators. Continued training of site operators during construction activities.
City of Newburgh personnel trained for construction site management. City Building and Codes personnel as well as City Engineering Staff are tasked with training and educating site operators. Site operators evaluated and instructed in proper techniques on site.	
Continued training of municipal personnel for train the trainer type techniques regarding erosion control. Continue providing information handouts at preconstruction meetings. Support regional training of site operators.	
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• A combination of structural and/or non-structural management practices. • *Identify and describe below procedures to ensure installation of post-construction management practices. Revise as procedures are updated.*	DO NOT ENTER INFORMATION IN THIS CELL
Site plans and subdivisions are reviewed by Planning Board consultants for compliance with regulations enforceable map notes, deed restrictions and/or establishments of homeowners associations are required for long term operation and maintenance of construction sites.	100% of site plans and subdivisions are reviewed and required to have proper techniques for long term operation and maintenance including deed covenants, homeowners associations and enforceable map notes.
• Procedures for site plan and SWPPP review to ensure SWMPs meet state standards. • *Describe procedures below. Revise as procedures are updated.*	• *Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.*
All site plans and SWPPP are reviewed by City consulting engineers for compliance.	Include 100% of site plans and subdivisions are reviewed for compliance.

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Procedures for inspection and maintenance of post-construction management practices. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals are number of: inspections maintenance activities performed.*
City of Newburgh requires enforceable map notes on approved plans requiring periodic maintenance of all stormwater management facilities. Periodic inspection of construction and post construction sites are undertaken by code enforcement personnel to ensure long-term operation and maintenance.	On going periodic inspection of construction sites prior to certificate of occupancies being issued are undertaken. Long term inspections are provided by City Engineering office and Code Enforcement Officers.
• Procedures for enforcement and penalization of violators. • *Explain procedures below. Revise as procedures are updated.*	• *Example measurable goals: number enforcement activities performed.*
NYSDEC Enforcement Officers are notified of significant violations. Existing City Codes are utilized to enforce post construction operation and maintenance Site plan enforceable notes are utilized to require operation and maintenance. Enforcement actions have been undertaken for construction site activities which have violated City ordinances. These violations included clearing beyond limits, turbid and sediment laden discharges and lack of maintenance of stormwater management facilities.	100% of sites are field reviewed and inspected. Several sites have been issued violations Adopt model ordinance June 2007

Minimum Control Measure 5. Post-Construction Stormwater Management

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.5.a, c. (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators. • *Describe resources below. Update annually.*	DO NOT ENTER INFORMATION IN THIS CELL
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations

OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION

- This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.
- A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *List pollutants that will be addressed by the municipal pollution prevention program.*	
Calcium chloride. Petroleum Products, Pesticides and Fertilizers	
• *Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.*	DO NOT ENTER INFORMATION IN THIS CELL
Highway Garage maintenance facilities – a salt storage shed was recently constructed to reduce runoff from stockpiled ice controlled salt. Periodic monitoring and maintenance of salt storage is completed. City is working with Orange County Soil and Water Conservation District on a house cleaning/maintenance program including audio visual materials for training of Highway Department Personnel.	
Petroleum Products – storage and inventory records are kept to identify any potential product loss	
Parks and recreation personnel are trained in the proper application of fertilizers and pesticides as required	
Permit Reference IV.C.6.a: Include a municipal pollution prevention training component for staff (where all staff are trained). • *Explain activities and materials used to meet this requirement.* • *Identify training needs and design training components* • *Determine the adequacy and appropriate frequency of staff training.* • *Identify personnel or outside organization conducting activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
DPW, recreation and sewer department personnel received required OSHA training including general housekeeping and safety measures	Continue required OSHA training.
Soil and Water Conservation District has provided a DVD and Video training component which will be implemented during the 2007 permit year.	All personnel will be scheduled to attend the housekeeping training program including the video and worksheets for housekeeping for municipal operators. Attendance list will be kept.
Additional Techniques	**Describe Measurable Goals and Results** (when applicable)

	Indicate: Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:	

Department of Public Works

Minimum Control Measure 6. Municipal Operations: _X_Street and Bridge Maintenance; _X_Winter Road Maintenance; X Stormwater System Maintenance; _X_Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a, c: Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP. • *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Briefly describe or reference any existing policies and procedures* • *Briefly describe or reference any policies and procedures being developed*	DO NOT ENTER INFORMATION IN THIS CELL
Street sweeping	Annual sweeping program
Catch basin cleaning	Periodic cleaning of City system
Ice control material stored inside building	Personnel cleanup loading platform after storm event
	Fuel inventory records maintained
Oil & petroleum materials properly discarded	Proper waste oil recycling
• *Briefly describe or reference any existing best management practices* • *Briefly describe or reference any planned best management practices*	DO NOT ENTER INFORMATION IN THIS CELL
• *Identify and describe the equipment and staff that are in place*	DO NOT ENTER INFORMATION IN THIS CELL

Minimum Control Measure 6. Municipal Operations: ___Street and Bridge Maintenance; ___Winter Road Maintenance; ___Stormwater System Maintenance; ___Vehicle and Fleet Maintenance; ___Park and Open Space Maintenance; ___Municipal Building Maintenance; ___Solid Waste Management; ___Other:_____

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

Permit Reference IV.C.6.a, c (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
• *Assess if existing programs adequately reduce and/or prevent pollutant discharges* • *Determine and list any operation type, location or facility that is in need of modification or updates.*	DO NOT ENTER INFORMATION IN THIS CELL
Training seminars by Orange County Water Authority and Soil & Water Conservation District	Training program from County Soil & Water will be implemented in 2006.
Permit Reference IV.C.6.a: If there is a training component for staff specific to these municipal operations: • *explain the activities and materials;* • *identify the personnel or outside organization conducting the activities.*	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Additional Techniques	**Describe Measurable Goals and Results** (when applicable) **Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:

Did you include any of the following documents as appendices? Put a mark each appended document.
_X_ Summary of public comments received on the annual report at the public presentation **(Required)** _X_ Intended response to comments on the annual report **(Required)** _N/A_ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends. ____ Other _____

ADDENDUM REPORTING FOR MS4S THAT LACK LEGAL AUTHORITY TO ADOPT REGUALTORY MECHANISMS FOR IDDE AND CONSTRUCTION / POST-CONSTRUCTION STORMWATER RUNOFF CONTROL

BE SURE TO INDICATE THE MS4 NAME AND PERMIT NUMBER IN THE HEADER

ADDENDUM 1. Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Local Law

Permit Reference IV.C.3.c: Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.		
1) When was this work completed or planned to be completed?	Date completed: _____ ___Not yet completed Plan to complete for reporting in year: ___4; ___5.	
2) Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:	___ Interconnection agreements ___ Maintenance directives / BMPS ___Access Permits ___Tenant Leases	___Consultant Agreements ___Construction/Bid Documents ___Other_____ _____
3) Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:	___ Interconnection agreements ___ Maintenance directives / BMPS ___Access Permits ___Tenant Leases	___Consultant Agreements ___Construction/Bid Documents ___Other_____ _____
4) Explain how the MS4 intends to prohibit illicit discharges if: • none of the mechanisms in number 2 contain language prohibiting illicit discharges; or • the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.	Explanation:	
5) Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?	Explanation:	

ADDENDUM 2. Minimum Control Measure 4 & 5. Construction Site & Post-Construction Stormwater Runoff Control Local Law

Permit Reference IV.C.4.b.i, 5.a.i: Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.	
1) When was this work completed or planned to be completed?	Date completed: _____ ___Not yet completed Plan to complete for reporting in year: ___4; ___5.
2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the erosion, sedimentation and stormwater management requirements for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).	
___Access Permits ___Tenant Leases ___Requests for Proposals (RFPs) ___Scope of Services	___Consultant Agreements ___Construction / Bid Documents ___Other Policies / Procedures _____

3) All of the erosion, sedimentation and stormwater management requirements below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.

Control Mechanism	**Erosion, Sedimentation and Stormwater Management Requirements**
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the *Erosion and Sediment Control* and *Stormwater Management Design Manuals* (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public

4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?	Explanation:
5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?	Explanation: